



SAVEnergy Action Plans

Will Prue
Program Manager
(202) 586-4537

Karen Thomas
Laboratory Lead
(202) 646-5223

Overall Strategy

The National Energy Conservation Policy Act (NECPA), as amended by the Energy Policy Act of 1992 (EPAct), tasks FEMP with assisting Federal agencies to save energy and money. To that end, all projects within FEMP should strive to help Federal agencies meet their EPAct goals.

A SAVEnergy Action Plan gives Federal energy managers a package of information about a particular site that will provide a roadmap for saving energy. The Action Plan will start with an energy and water audit to collect data. The auditor, or planner, will then put together a package with several components:

- First, the Action Plan will list inexpensive operations and maintenance changes that could be undertaken immediately by the facility staff.
- Second, the Action Plan will list the top recommended projects. These projects will be based on Federal life cycle costing and a simple payback period of less than 10 years.
- Next, the planner will suggest funding mechanisms to complete these projects. The funding sources may include agency funds, utility incentive programs, or an Energy Savings Performance Contract (ESPC).
- Finally, the planner will list any resources necessary for initiating these projects. Better planning will ensure project completion.

FEMP will follow up on Action Plans to see which projects are being implemented, which are not, and why. In one or two years we want to be able to look at the results of the Action Plans as indicators of whether the Federal sector will meet EPAct requirements.

Fact Sheet

Each SAVEnergy Action will:

- Provide energy and water conservation analyses funded by FEMP
- Establish project implementation plans for each analysis
- Provide mechanisms to complete projects
- Leverage non-Federal financial incentives to complete projects
- Ensure quantitative energy savings through follow-up actions
- Monitor, evaluate, and track analyses and project implementation
- Provide insight into future cost-effective Federal energy efficiency opportunities

Action Teams will be formed to conduct an Action Plan. Teams will include:

- Federal agency energy managers
- National energy laboratories
- DOE Support Offices
- Private energy auditing and consulting firms

An Action Plan will provide the following:

- A complete building or technology crosscut energy audit
- Renewable energy and water conservation screening
- An implementation plan for recommended projects
- Operations and maintenance suggestions for immediate savings
- Funding options for project implementation
- Project tracking to measure energy and cost savings
- A fuel-neutral approach to projects
- Federal life cycle cost calculations of proposed measures

Project Prescreening

Not every agency request for an audit can be funded by FEMP. To ensure that those facilities we audit and for whom we provide Action Plans have a high likelihood of completing projects, audit requests are tested with prescreening criteria:

- Is there an energy champion at the facility?
- Is there an aggressive utility incentive program?
- Are the energy or utility costs high?
- Does the agency have its own funds set aside for projects?
- Are there transferable project opportunities at the facility?
- Is an energy service company interested in the site?
- Is there showcase potential at the facility?
- Have site personnel attended FEMP training?

Each audit request doesn't need a "yes" answer to all of these questions, but if the site does not have an affirmative response to any of the questions, FEMP would think twice before funding an audit and Action Plan development.

Action Plan Protocol

Each energy or water conservation Action Plan will include the following components:

- An Action Plan report in a format provided by FEMP for entry into the SAVEnergy Project Tracking Database
- A Description of how data was collected, what tools and/or software were used
- An Implementation Plan for financing projects after the audit is completed:
 - Agency funds—must have authorization and commitment by an agency to use
 - Utility incentive program—must have utility compliance and application forms completed or third party agreement
 - Energy Savings Performance Contract (ESPC)—must have suggested projects and methods for contract as well as approval of FEMP contract specialist
- Energy conservation measure (ECM) recommendations listed and prioritized based on Federal life cycle cost calculations and a simple payback of less than 10 years
- Low- or no-cost operations and maintenance (O&M) projects listed and prioritized
- Federal life cycle cost of all ECMs using discount factor and formulae modeled after the National Institute of Standards and Technology Building Life-Cycle Costing software (provided by FEMP)
- Simple payback calculations for ECMs with less than 10-year paybacks
- Renewable energy and water conservation screenings using Federal Renewable Energy Screening Assistant (FRESA) and Watergy software
- Fuel neutrality demonstrated in ECM recommendations
- A detailed description of how each ECM recommendation can be translated into a project
- An explanation of measurement methods used to establish a baseline
- Recommendations of any follow-up data collection efforts
- The facility energy manager's signature